



Open Enrollment 2016 Waive Coverage Form

A state employee may waive insurance coverage and enroll on their spouse or parent's SEGIP coverage during Open Enrollment. If you would like to waive your coverage because your spouse or parent will cover you, you must complete and return this form to SEGIP by the end of Open Enrollment, 11:59pm on November 9, 2015. Scan and email the form to SEGIP at segip.mmb@state.mn.us or fax to 651-296-5445. Keep proof that you sent the form, or confirmation of receipt of sent items for your records. Please refer to FAQ's, <http://mn.gov/mmb/segip/open-enrollment/> or call SEGIP at 651-355-0100 if you have questions or need other information

Your spouse or parent who is also a state employee has enrolled you on their insurance coverage during Open Enrollment for plan year January 1, 2016.

Employee A: Information about you, the state employee who is waiving coverage.

Print Name: _____ State ID: _____
Signature: _____ Date: _____

I am waiving:

Medical Insurance ☐

Dental Insurance ☐

Employee B: Information about the state employee who will enroll you on his/her coverage. If there is family coverage, this employee should be sure to enroll each person in the family.

Name: _____ State ID: _____
Signature: _____ Date: _____
Relationship: Spouse ☐ Parent ☐

You may waive insurance coverage and enroll under another employee's insurance coverage only during annual open enrollment, a change in job status, or due to a qualifying life event. SEGIP must be notified in writing of such changes within 30 days of the event. <http://mn.gov/mmb/segip/>

Employees are required to show proof of eligibility for their enrolled family members. A follow-up letter; "Required Documentation for Proof of Eligibility" is mailed to your home address by MMB/SEGIP after Open Enrollment ends. The employee who chooses the family coverage (Employee B) must sign and return the letter along with the required eligibility documents described in the letter. The required document(s) must be received at SEGIP by the deadline printed in the letter. Do not send documents before they are requested.

Documents must be received by the deadline in the letter or coverage for the employee waiving coverage (Employee A) will return to employee only medical coverage. Coverage for your family will be cancelled and the next chance to enroll will be the next annual open enrollment, with a change in job status, or due to a qualifying life event. You can read about federal, state and plan guidelines at <http://mn.gov/mmb/segip/>